

THE UNIVERSITY OF BURDWAN

RAJBATI : BURDWAN

WEST BENGAL

Advertisement No: 07/2016-17 Dated, April 03, 2017

Applications are invited from Indian citizens in the prescribed forms to be downloaded from the University **Website : www.buruniv.ac.in** [Price of forms: Rs.1500 (General Category), Rs.1000 (Reserved Category) for PB – Rs 37,400-67,000 with GP Rs 10,000; Rs 1000 (General Category), Rs 750 (Reserved Category) for PB – Rs 15,600-39,100 with GP Rs 6,000.

Downloaded form shall accompany with a Crossed Demand Draft drawn in favour of the Finance Officer of the University of Burdwan or a cash challan of the University Cash Counter of requisite price for the following posts. Completed application in the prescribed form along with photocopies of two sets of all credentials must reach the office of the Registrar by **25.04.2017** (Through proper channel, in case of already employed candidates). **No TA/DA is admissible for attending the interview.** It should be noted that possession of minimum eligibility shall not confer any right to be called for interview. Incomplete applications will be rejected. Selection need not be confined to those who apply formally.

1. CONTROLLER OF EXAMINATIONS – 1 post (UR) (Pay Band – Rs.37,400 - 67,000/- with a Grade Pay of Rs.10,000/-).

a. Essential Qualification

- i. Uniformly good academic record with a Master's Degree with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.
- ii. At least 15 years' of experience as Sr. Lecturer/ Reader/ Assistant Professor in the AGP of Rs.7,000/- and above or with 8 year's of service in the AGP of Rs.8,000/- and above including as Associate Professor along with experience in educational administration in Academic Institutions like University, or in an institute of higher learning of which 5 (five) years must be in a University or in an Institute of Post Graduate Study.

OR

Comparable experience in research establishments and other institutions of higher learning.

OR

15 (Fifteen) years' administrative experience, of which 8 years shall be as Deputy Registrar or equivalent post.

- iii. Age not less than 40 years. Relaxable in the case of exceptionally qualified candidate.

b. Desirable Qualification

- i. A Doctorate Degree or published research work of merit.

OR

- ii. High level of administrative experience in a Government or Quasi Government organization or a good background in administration and management in senior position.
- iii. It is essential to have experience in conduction of examinations either in institution of higher learning or in service commissions.

2. Assistant Registrar - 1 post (SC) (Pay Band Rs 15,600 – 39,100 plus Grade Pay Rs 6,000) :

Qualification: (a) Essential – (i) Uniformly good academic record with a Master's Degree with minimum 55% marks or its equivalent grade in a point scale wherever grading system is followed. (ii) At least 10 years' of experience in a Supervisory capacity in a University or a Research Institute or a Government/Quasi Government organization. (iii) At least 5 (five) years' administrative experience. (iv) Age not below 30 years but relaxable in case of exceptionally qualified candidate.

(b) Desirable – i) A degree in Business Management or Law or Statistics or Planning.

3. Assistant Engineer (Civil) - 1 post (UR) (Pay Band Rs 15,600 – 39,100 plus Grade Pay Rs 6,000) :

a. Essential Qualification :

- i) Uniformly good academic record with a Bachelor's Degree in Engineering with minimum 55% marks or its equivalent grade in the point scale wherever a grading system is followed.
- ii) At least 5 years' experience in a position involving supervision, control and planning of construction work under Government/ Quasi Government Organization/ University/ such other Institutions.
- iii) The requirement of Bachelor's Degree may be waived in the case of A.M.I.E. with at least 15 years' experience as Sub-Assistant Engineer in a Government/Quasi Government/ University/ Institute of Higher Learning.
- iv) Age not below 30 years. Relaxable in case of exceptionally qualified candidate.

b. Desirable

Degree or equivalent qualification in Civil Engineering.

4. **Programmer (Research Service Centre) (Pay band Rs. 15,600 – 39,100 plus Grade Pay Rs. 6,000) : 1 post (SC) :**

Qualification: (a) Essential – Uniformly good academic record with a Master's Degree in Computer/Information Science/Technology/Computer Applications or having a 'B' level or above from DOEACC, Government of India with minimum 55% marks or its equivalent grade in a point scale wherever grading system is followed along with at least 5 years' experience in System Management in Academic Institution/ Government/Quasi Government/Corporate Bodies. Age not below 30 years but relaxable in case of exceptionally qualified candidates.

(b) Desirable – i) Experience in System Management and Networking with Web content filtering, Database Administration, User Support, Large Cluster Installation Management, Voice over IP. ii) Ability to handle Disaster Recovery, Storage Configuring, Daily Backup Procedure, etc.

5. **Instrumentation Engineer (Pay Band Rs. 15,600 – 39,100 plus Grade Pay Rs. 6,000): 1 post (UR) :**

(Those who applied earlier for the post above against advertisement No. 01/2012-13 dated, February 18, 2013 are requested to apply afresh and they shall be eligible for exemption from application fee subject to submission of documentary evidence in support of application fee deposited earlier)

Qualification: (a) Essential – First Class Master's degree in the branch of Instrumentation/Electronics of Engineering & Technology. **(b) Desirable** – Teaching, research industrial and/or professional experience in a reputed organization. Age not below 30 years but relaxable in case of exceptionally qualified candidates.

6. **Scientific Officer for the Department of Physics(Laser) (Pay Band Rs. 15,600 – 39,100 plus Grade Pay Rs. 6,000): 1 post (SC) :**

(Those who applied earlier for the post above against advertisement No. 03/2011-12 dated, May 17, 2012 are requested to apply afresh and they shall be eligible for exemption from application fee subject to submission of documentary evidence in support of application fee deposited earlier)

Qualification: (a) Essential – i) Uniformly good academic record followed by a B+ Masters Degree in Physics in specialization in Laser Physics (ii) Age not less than 35 years.

(b) Desirable – A Doctoral degree or equivalent published work.

7. **Technical Officer-III for University Science Instrumentation Centre – 1 post (UR) (Pay Band – Rs.37,400 - 67,000/- with a Grade Pay of Rs.10,000/-).**

(Those who applied earlier for the post above against advertisement No. 07/2014-15 dated, May 05, 2015 are requested to apply afresh and they shall be eligible for exemption from application fee subject to submission of documentary evidence in support of application fee deposited earlier)

a. **Essential Qualification:**

Ph.D. in Science / Engineering in Instrumentation or related area with first class in Bachelor and Masters level. 15 years of experience in an academic institute / reputed laboratory / industry of which at least 08 years should be in a senior position and should also provide the evidence of his achievement by the way of high quality publications in instrumentation and / or Patents related to new designs and processes in instrumentation.

b. Specialization:

Research and Development work should be in electronics / analytical instruments / devices.

Age not less than 40 years

**8. Technical Officer-I for University Science Instrumentation Centre – 1 post (UR)
(Pay Band – Rs.15,600/- - 39,100/- with a Grade Pay of Rs.6,000/-).**

(Those who applied earlier for the post above against advertisement No. 02/2016-17 dated, June 30, 2016 are requested to apply afresh and they shall be eligible for exemption from application fee subject to submission of documentary evidence in support of application fee deposited earlier)

Essential Qualification:

First class / Equivalent Grade M.Sc. in Physical / Biological Science or ME / M.Tech in Instrumentation related subjects with at least 05 years' experience in research and development of analytical instruments / imaging systems in an academic institute / reputed laboratory.

Desirable:

i) Ph.D. in related subjects, ii) knowledge of computational modeling.

N.B. :

- (i) UR-Unreserved, SC- Scheduled Caste, *UR- Unreserved (Exempted Category)
- (ii) A relaxation of 5% in the marks may be provided for the candidates belonging to SC/ST/Differently-able (physically as well as visually) categories;
 - a) At the Masters level required to satisfy the minimum eligibility criteria.
 - b) For assessing good academic record throughout the candidate's career.

The marks in each case mean the qualifying marks without any grace marks and/or rounding off procedures.

**Sd/- D. K. Panja
REGISTRAR**

THE UNIVERSITY OF BURDWAN



APPLICATION FORM (for the Post of Officers)

Advt. No.....dt.....

**To
The Registrar
The University of Burdwan
Rajbati, Burdwan 713 104**

Sir,

I beg to apply for the post of.....in terms of your advertisement as referred to above. The requisite particulars are given below.

1. Name in full (Block capital)
2. (a) Father's/Husband's name
- (b) Mother's name
- (c) Phone/Mobile No.
- (d) e-mail :
3. Postal address in full
- (Communication)
4. Permanent address
5. Date of Birth (in Christian era)
- Age on the date of application
6. Category to which he/she belongs*
 (*evidence to be produced) (Please tick): GEN SC ST OBC-A OBC-B

7. Educational Qualifications:

Particulars	Madhyamik/Equivalent	H.S./Equivalent	Bachelor's Degree	Master's Degree
Qualifications (Exams)				
Division/Grade or Class				
Year of passing				
% of Marks				
Main Subjects				
Board/University				

8. Professional Qualifications

9. Particulars of technical/teaching or administrative/experience present employment

Name of Institution served & position held	Period	Scale of pay, basic other allowances to be shown separately

10. Any other qualification: (Typed copies of other qualifications, publications of research work or other data may be furnished, if the space provided is found to be insufficient)

11. Extra curricular activities, if any

.....

.....

.....

12. Religion

13. Marital status

14. Whether a citizen of India

15. If the advertisement contains provision for higher initial pay, minimum pay acceptable may be stated

16. If appointed, what notice would be required before joining the post

17. Cash Challan of the University or Crossed Demand Draft bearing No.....& date.....on Burdwan depositing the application fee Rs.

18. Names of two referees to whom the candidate is known

(1)
.....
.....

(2)
.....
.....

19. Documents and attested copies of Certificates, Diploma, Degree, etc.

(1)
(2)
(3)
(4)
(5)
(6)

20. Additional Information, if any, relevant to the suitability of the post applied for. (A separate sheet may be attached, if needed)

.....
.....
.....
.....

DECLARATION

I hereby declare that all statements made in this application are true, complete and correct to the best of my knowledge and belief. If any information is found to be incorrect at any stage, my application shall be liable to be rejected.

Date

.....
Signature in full

THE UNIVERSITY OF BURDWAN



Advt. No

Date

PARTICULARS OF CANDIDATES FOR THE POST OF
..... in THE UNIVERSITY OF BURDWAN

1. Name in full
(In block letters)

2. Present Address
 (Communication)

3. Permanent Address

4. Date of Birth Age

5. Academic Career (Stating Percentage of marks in each of the examination)

Examination Passed	Division /Class	Year of passing	University/Board	% of marks
Madhyamik/or its equivalent				
H.S or its equivalent				
B.A/B.Sc/B.Com.				
M.A/M.Sc/M.Com.(Pl. mention spl. Paper, if any)				
Others				

6. Any other information
 (e.g. prizes or medals obtained from the University)

7. Particulars of Doctoral Degree, if any

8. Details of advanced Post-Graduate work of
 published papers

9. Present Employment
 (i) Employer

(ii) Designation held

(iii) Present basic pay with scale of pay

10. Other emoluments, if any

11. Minimum basic pay acceptable, if selected

Signature in full of the applicant